

**Moffat Library Board of Trustees
Board Meeting Minutes
3/7/19 at 7 PM at the Moffat Library**

Present: Trustees: Dennis Barnett, Beth Fitzpatrick, Jeanne Versweyveld, Victoria Drake, Luis Rivera, Ruth Manyin, Robert Borrebach, James Casazza
Absent: Michael Frisbee, Barbara Koller
Director: Carol McCrossen.

- I. Call to order: 7:02pm**
- II. Pledge of Allegiance: Recited**
- III. Public Comments: None**
- IV. Friends Report (M. Marrero): No Report**
- V. Disposition of Minutes (J. Casazza):** Motion made by Beth Fitzpatrick to accept the Minutes of 2.7.19, 2nd by Robert Borrebach. Minutes accepted 8-Yes, 0-No.
- VI. Director's Report (C. McCrossen) See Attached**
- VII. Standing Committee Reports**
 - **Personnel Committee Report (B. Koller):** No Report
 - **Audit & Finance Committee Report (L. Rivera):** (See attached) Explained to Board.
 - **Operational / Policies Committee Report (M. Frisbee):** Committee working on Tutor Policy – will address at next meeting. Discussion ensued about Art Exhibits displays.
- VIII. Ad hoc Committee Reports**

A. 6 W Main Building Committee Report (R. Manyin). Jim Casazza reported that a firm start date for the Carriage House will be set pending weather. Jim is working with Fanshawe on list of items to be completed within the Library and completing the windows with the Architect & Lighting engineer. Shelving issue was brought to the attention of the Board and inspected by the Board. Jim C. will follow up with Carol on the repair and/or replacement of shelving.

B. Bylaws Committee Report (J. Casazza): No Report

IX. Fiscal Officer's Report (L. Rivera)

A. MOTION # 1-030719 – “To accept the Fiscal Officer’s Report for the period ending 2/28/19 as submitted.” Motion made by Luis Rivera, 2nd by James Casazza. Motion accepted 8-0.

B. MOTION # 2-030719 – “To approve the **Operating Expenses** warrant for the period of **2/1/19-3/7/19** in the amount of \$38,374.25.” Motion made Luis Rivera, 2nd by Victoria Drake. Motion accepted 8-0.

X. Unfinished Business: \$100 for ad from Board - Authors Luncheon. Board accepted resignation submitted by Chris Fox as of 3/6/19. It was decided by Board to keep the position open, therefore there will be two Board vacancies at the next vote.

XI. New Business

A. FYE20 Budget Proposal

1. **MOTION #3-030719:** To accept the FYE20 Budget Proposal, as presented/amended by the Audit & Finance Committee. Motion made by James Casazza, 2nd by Victoria Drake. Motion accepted 8-0.

B. Exhibit and Display Policy

1. **MOTION #4-030719:** To accept the new Exhibit and Display Policy, as presented/amended by the Policy Committee. Motion made by Robert Borrebach, 2nd by James Casazza. Motion passed 6- Yes, 1-No (Ruth Manyin), 1-Abstain (Jeanne Versweyveld). Policy accepted by Board.

C. Meeting Room Policy

1. **MOTION #5-030719:** To accept the revised Meeting Room Policy, as presented/amended by the Policy Committee. Motion made by Robert Borrebach, 2nd by James Casazza. Motion passed 7- Yes, 1-No (Jeanne Versweyveld). Policy accepted by Board.

D. Trustee Bylaws

1. **MOTION #6-030719:** To accept the revised Trustee Bylaws, as presented/amended by the Bylaws Committee. Motion made by James Casazza, 2nd by Jeanne Versweyveld. Motion accepted 8-0.

XII. Public Comments: None

- XIII. **Adjournment:** Motion made by Luis Rivera, 2nd by Beth Fitzpatrick. 8-0.
8:55pm